



**U.S. EMBASSY ZAGREB – PUBLIC AFFAIRS OFFICE**

**in cooperation with**

**US ALUMNI COMMUNITY OF CROATIA**

**ALUMNI GRANTS PROGRAM 2014**

U.S. Embassy Zagreb, in cooperation with the U.S. Alumni Community of Croatia, is opening a call for Alumni Grants for 2014. Through this program, the Embassy invites alumni of U.S. Government-sponsored programs to apply for funding of small scale projects, workshops and seminars. Grants are awarded to individual alumnus/a. In projects where a group of alumni are coordinating, one individual must be listed as the project leader, thereby the recipient of all funds. Funds should be received through an institution (usually grantee's employer) and if this is not possible, the grant will be administered by USACC. **The maximum amount for a grant is \$5000.**

The program aims to promote the application of knowledge acquired in the United States. Preference will be given to proposals that:

- have a clear vision of how the project can help the alumni community in Croatia;
- clearly articulate the benefit of the project to Croatia as a whole;
- encourage U.S. - Croatia scientific and professional exchange;
- include cost-sharing (part of funding for the project requested or secured from other sources);
- include a sound plan of follow-up activities and knowledge transfer to a wider public.
- include a clearly written, detailed budget.

**Application process**

Project proposal should include:

- Description of the project/activity (max. 2 pages)
- Relevance of the project regarding this call priorities/importance for the alumni community
- Description of follow-up and knowledge transfer activities
- Detailed budget in US dollars not to exceed \$5000
- CV for project leader(s) and U.S. guests, if applicable

### **Submission of proposals**

- Proposal must be written in English and submitted **by January 15, 2014** via e-mail to [usacc@usaccroatia.com](mailto:usacc@usaccroatia.com) and [zagrebalumngiants@state.gov](mailto:zagrebalumngiants@state.gov) (You should receive an automatic email reply when you send your application, confirming that your proposal was received. If you don't receive it, your email was not received and you should contact us by phone immediately. For all questions, please contact Vanja Ratkovic at 01 661 2206).
- Decisions on proposals will be made by February 17, and all applicants will be informed about the results by e-mail. Grants will be issued by the Public Affairs Section of U.S. Embassy Zagreb.
- Every grantee will be required to submit a timely financial and narrative report.
- Questions about the program can be addressed to [usacc@usaccroatia.com](mailto:usacc@usaccroatia.com) and Ms. Vanja Ratkovic at 01 661 2206 or [zagrebalumngiants@state.gov](mailto:zagrebalumngiants@state.gov)